**PHOENIX COLLEGE FACULTY ASSOCIATION**
**Faculty Senate Meeting**
**Friday, September 7th, 2012**
**Library Campus Vista Room**
**1:00 - 3:00 pm**
**Minutes**

Members Present: Scott Geddis, Deb Kappes, John Schampel, Julie Stiak, Anna Marti-Subirana, Geoff Eroe, Mark Rosati, Dianne Miller, Victor Cornell, Robin Ozz, Dennis Dodt, Salina Bednarek, Fred Amador.

Members Absent: Patty Finkenstadt, Kate Cross.

Guests: Eddie Genna, Kory Ambrosich, Lysia Hand.

Lysia Hand presented the AFA website; (MyAFA.org). It is a District-wide site, but also includes information specific to each college. Lysia has updated the PC portion of the site(http://www.myafa.org/colleges/pc.html) with useful information for incoming and current adjunct faculty. If there is anything anyone wants to add to the website, contact her at pc.representative@myafa.org.

**I. General**
**A.** Meeting was called to order at 1:12 PM.
**B.** Roll call – members present listed above.
**C.** A motion was made (Julie Stiak) and seconded (Geoff Eroe) to approve the 2011-12 Faculty Senate May Meeting minutes. Three abstentions were given (Dianne Miller, Dennis Dodt, Mark Rosati).
**D.** A motion was made (John Schampel) and seconded (Julie Stiak) to approve the meeting agenda. The agenda was unanimously approved as amended.

**II. Zone Reports**
**Zone 1: Julie**– Reported the anticipated Spring 2014 "Soft Launch" of the new building for Medical Lab Sciences and other health programs.

**Zone 2: Fred**– Reported that some faculty in his zone were assigned to committees they didn't want, and others were left off committees they requested. A new assignment list came out the day of the Faculty Senate meeting, which hopefully remedied this situation.
**Geof-**Reported funding was acquired for the John Paul Theater renovations, which were scheduled to be completed by Oct 3rd.

**Zone 3: Robin**– Reported that some people in her zone were not re-joining the FA this year. She reported this number seems larger than in past years. There was open speculation as to whether some confusion surrounding the new "Wild Apricot" sign up system was responsible for the decline in renewal. Eddie mentioned that there is help available at the Faculty Association district office;

the entire online process can be completed on the behalf of any member who wishes to renew. There was a request for an updated list of which faculty still need to migrate to Wild Apricot.

**Zone 4: Victor**– Reported concern about the availability of proctored testing for online math courses. It was suggested that the Testing Center is not getting the necessary support for proctoring; Victor proposed Saturday hours at midterms and finals. Victor reported one idea from Testing Center was to have two Testing Centers, one for proctored faculty course exams, the other for all the other tests the Testing Center administers. Salina reported that she and Patty recommended the formation of a Testing advisor council, with Scott Hauert as a member. Victor Cornell and another faculty member were suggested to be added to this council. It was noted by other online instructors that proctored testing for on-line courses has been a problem since roughly 2006, when the proctoring shifted to the Testing Center.

**III. Business**

**PC All Faculty Meeting** will be held Friday September 14th at Macayo's. A motion was made (Scott Geddis), seconded (Julie Stiak), and unanimously passed to approve up to $1000 to be spent on incentives at the meeting to stimulate faculty attendance and promote membership renewal.

**IV. Officer and Committee Reports**

**A. President's Report** Salina reported that in meetings with Administration there has been talks of how to problem solve One-Stop student service problems. One example was of a student showing up at One-Stop at 8am (opening of One-Stop) and getting turned away at 8:15 am. This apparently occurred to the same student multiple days in a row. It was speculated that academic advising was a probable bottleneck. Salina mentioned discussions with Dr. Solley and Yira Brimage about the prospect of using extended contracts to get faculty to participate in advising during high peak times. Discussion ensued about the use of faculty in advising during high peak times. One suggestion was that cutting edge schools have "case management" advising systems, where one advisor has a designated number of cases, with whom they stay for the duration of that student's time at the institution. SENSE and other student satisfaction data have clearly and consistently said advising is an area of weakness for our institution, and yet the problems persist. Geof mentioned that the Theater program largely does their own advising, or at least tailors its specific advising after students have been to campus-level advising. There was discussion that the Prioritization process would help to alleviate this problem.

**B. Treasurer's Report** – Fred reported the Treasurer's Report would be emailed to Senators following the meeting.

**C. Senate Standing Committee Reports** – Nothing to report, had not met this year. There was mention of a plan for the committee to evaluate committee tier structure.

**D. Faculty Executive Council (FEC)**
Salina mentioned AFLAC supplemental insurance enrollment (now available to FA members) does not end at any time (there is no enrollment end date). Applications are accepted for coverage beginning the following month and enrollment remains open. AFLAC reps will be at the All Faculty

meeting at Macayo's. Long term care insurance is also an additional option but the details have not been finalized as of this meeting. Meet & Confer priorities for PC were drafted based off college survey results. PC sent forth 3 priorities on behalf of the faculty body.

**E. Phoenix College Leadership Council (PCLC)**
Dr. Solley purchased the book "Prioritizing Academic Programs and Services" (Robert C. Dickeson), for PCLC members. Ideas in the book will serve as a template for the district-level Prioritization process. Need was expressed by Salina and Eddie for strong faculty representation on PC's upcoming prioritization committee. Prioritization is coming, and PC faculty need to be well-represented in decisions made during this process.

The dropping of students after the 7-day no show window was discussed. Not dropping no-shows within this window is generating bad debt for the college. Faculty will be educated on the importance of making the drop deadline in the future.

**V. Information**
Last day to submit an FA affiliate representative application is 21st September in order to be considered for the Affiliate Member Representative to Senate.

Salina mentioned that FPG is set at $3500for fees and travel, and that summer projects are anticipated for Summer 2013. Eddie suggested that, if you've got no other FPG plans, consider attending the American Association of University Professors meeting, which he gives very high marks.

**VI. Adjournment**
Meeting was adjourned at 3:05 PM.

**VII. Next Faculty Senate Meeting**

Friday, October 5, 2012
1:00 - 3:00 PM
Library Campus Vista Room

Respectfully submitted by John Schampel, September7, 2012